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Confirmed Minutes

Shire of West Arthur Ordinary Council Meeting 14th December 2021

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MISSION STATEMENT

To value and enhance our community lifestyle and environment through strong local leadership, community involvement and effective service delivery.

SHIRE OF WEST ARTHUR

Minutes for the Ordinary Meeting of Council held in the Council Chambers on Tuesday 14th December 2021 at 7.00pm.

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1. Declaration of Opening / Announcements of Visitors

The Presiding Member declared the meeting open. 7.15pm.

2. Attendance / Apologies / Approved Leave of Absence

COUNCILLORS: Cr Neil Morrell (President)
Cr Graeme Peirce (Deputy President)
Cr Robyn Lubcke
Cr Karen Harrington
Cr Duncan South

STAFF: Ian McCabe (A/Chief Executive Officer)
Jamie Muir (Works Manager)
Kerryn Chia (Project Officer)

APOLOGIES: Cr Neil Manuel
Cr Adam Squires

ON LEAVE OF ABSENCE:

NIL

ABSENT:

NIL

MEMBER OF THE PUBLIC:

NIL

3. Announcements by the Presiding Member

NIL

4. Response to Previous Public Questions Taken on Notice

Derelict buildings – the Shire is continuing investigations into land ownership and possible actions.

5. Public Question Time

NIL

6. Petitions / Deputations / Presentations / Submissions

NIL

7. Applications for Leave of Absence

NIL

8. Disclosures of Interest

NIL

9. Confirmation of Minutes of Previous Meetings Held**9.1 Motion to Amend Previous Minutes****Summary**

There were typographical errors in the agenda for the Council meeting of 16 November 2021 that may create uncertainty in the confirmation of minutes. Items 9.1, 9.3, 9.4 and 9.5 referred to the correct meeting of Council, whether Special or Ordinary but the officer Recommendations for each item referred to the alternate type of meeting, be it Special or Ordinary. This motion will correct the error and amend the Minutes of the meeting of 16 November 2021.

Comment

The votes taken on officer's recommendation does not reflect the meetings that took place. Accordingly, Council is asked to confirm the minutes of the respective minutes. Where an error has occurred, it will be ruled through and replaced with the correct wording leaving the original wording in place within the Minutes of 16 November 2021 as well as being recorded here. The file name will indicate amended when posted to the official shire website.

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of Council held in the Council Chambers on 12th October 2021 be confirmed as true and correct.

Moved: Cr Graeme PeirceSeconded: Cr Karen Harrington**CARRIED: 5/0****9.2 Motion to Amend Previous Minutes****Summary**

There were typographical errors in the agenda for the Council meeting of 16 November 2021 that may create uncertainty in the confirmation of minutes. Items 9.1, 9.3, 9.4 and 9.5 referred to the correct meeting of Council, whether Special or Ordinary but the Recommendations for each referred to the alternate, be it Special or Ordinary. This motion will correct the error and amend the Minutes of the meeting of 16 November 2021.

Comment

The votes taken on officer's recommendation does not reflect the meetings that took place. Accordingly, Council is asked to confirm the minutes of the respective minutes. Where an error has occurred, it will be ruled through and replaced with the correct wording leaving the original wording in place within the Minutes of 16 November 2021 as well as being recorded here. The file name will indicate amended when posted to the official shire website.

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of Council held in the Council Chambers on 25 October 2021 be confirmed as true and correct.

Moved: C Graeme Peirce

Seconded: Cr Karen Harrington

CARRIED: 5/0

9.3 Motion to Amend Previous Minutes**Summary**

There were typographical errors in the agenda for the Council meeting of 16 November 2021 that may create uncertainty in the confirmation of minutes. Items 9.1, 9.3, 9.4 and 9.5 referred to the correct meeting of Council, whether Special or Ordinary but the Recommendations for each referred to the alternate, be it Special or Ordinary. This motion will correct the error and amend the Minutes of the meeting of 16 November 2021.

Comment

The votes taken on officer's recommendation does not reflect the meetings that took place. Accordingly, Council is asked to confirm the minutes of the respective minutes. Where an error has occurred, it will be ruled through and replaced with the correct wording leaving the original wording in place within the Minutes of 16 November 2021 as well as being recorded here. The file name will indicate amended when posted to the official shire website.

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of Council held in the Council Chambers on 1 November 2021 be confirmed as true and correct.

Moved: Cr Robyn Lubcke

Seconded: Cr Duncan South

CARRIED: 5/0

9.4 Motion to Amend Previous Minutes

Summary

There were typographical errors in the agenda for the Council meeting of 16 November 2021 that may create uncertainty in the confirmation of minutes. Items 9.1, 9.3, 9.4 and 9.5 referred to the correct meeting of Council, whether Special or Ordinary but the Recommendations for each referred to the alternate, be it Special or Ordinary. This motion will correct the error and amend the Minutes of the meeting of 16 November 2021.

Comment

The votes taken on officer's recommendation does not reflect the meetings that took place. Accordingly, Council is asked to confirm the minutes of the respective minutes. Where an error has occurred, it will be ruled through and replaced with the correct wording leaving the original wording in place within the Minutes of 16 November 2021 as well as being recorded here. The file name will indicate amended when posted to the official shire website.

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of Council held in the Council Chambers on 3 November 2021 be confirmed as true and correct.

Moved: Cr Robyn Lubcke Seconded: Cr Duncan South

CARRIED: 5/0

9.5 Special Council Meeting Minutes 15th October 2021

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Special Meeting of Council held in the Council Chambers on 15 October 2021 be confirmed as true and correct.

Moved: Cr Graeme Peirce Seconded: Cr Duncan South

CARRIED: 5/0

9.6 Ordinary Council Meeting Minutes 16th November 2021

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of Council held in the Council Chambers on 16th November 2021 as amended by 9.1 to 9.4 inclusive be confirmed as true and correct.

Moved: Cr Karen Harrington

Seconded: Cr Graeme Peirce

CARRIED: 5/0

10. Reports of Committees of Council

Cr Robyn Lubcke

Attended the West Arthur CRC meeting November 23rd 2021.

- The December meeting was brought forward to make a decision regarding COVID vaccination guidelines. The guidelines affected three staff at the CRC and those staff members are currently on leave. CRC manager has received approval to have another trainee which has been advertised. At this stage the CRC Manager is unable to appoint any additional staff and the remaining staff members will be picking up additional days to cover the staff shortages.
- The CRC Annual Report was presented at the meeting and is available for viewing.
- There are several activities being run leading up to Christmas and lots of grants in the pipeline for next year.

11. Reports from Councillors

Cr Neil Morrell (President)

Attended WALGA Central Zone meeting and AGM

Attended 4WDL Meeting

Attended Mayors and Presidents function in Perth. It was an interesting networking event with around 36 residing members attending. There were discussions around the of roles of Mayors and Presidents.

Cr Graeme Peirce (Deputy President)

Attended Public Accounts Committee (PAC) meeting at Darkan CRC – the PAC investigates use of public monies and conducted a hearing as part of the current inquiry into the Student Assistance Transport framework

- Student transport was discussed.
- There were several politicians in attendance and the Darkan working group put their point across very well. The PTA and politicians were very receptive. Peter Rundle has been a latecomer to the committee but has been critical in ensuring Darkan issues have been addressed.
- Other shires have identified different issues to those addressed in Darkan.

- There is currently a review of the transport policy. Darkan has things in place that are exempt from the existing policy so need to ensure that these stay in place during the review of the policy.

Cr Robyn Lubcke

NIL

Cr Karen Harrington

Attended WALGA Central Zone meeting and AGM.

- New office bearers were elected.
- Rick Wilson spoke about Stronger Communities funding
- The Central Zone group indicated that they were looking to Increase interaction with zone members so that all local governments have a voice
- CEO from Corrigin met Minster for Health and shared health statistics for the region to highlight issues for the region.
- There was discussion regarding the issue of retaining police staff in small towns (lack of rural housing, not enough staff).
- Agricultural Freight group hasn't met for 12 months. Road/rail to support agricultural freight.
- Local Government Reform proposal– consultation closes on the 4th February 2022.
- Work health and safety update. Issues raised regarding volunteers attending fires. Volunteers now included as workers. WALGA has conducted a preliminary survey. Further information required by local governments.
- Local Government in house IT service was discussed
- West Arthur is hosting next zone meeting Friday 18th of February 2022.

Cr Duncan South

Attended Waste Round Table forum

- Recycling, contamination is the main issue.
- Identified that Shire should subscribe to the newsletter as there is funding available for recycling and waste management.

12. Chief Executive Officer

12.1 APPROVAL OF UNBUDGETED EXPENDITURE DRFAWA

File Reference:	7.3.8 Storm / Flood Damage to Roads
Location:	District-wide, Shire of West Arthur
Applicant:	Ian McCabe, Acting Chief Executive Officer
Author:	Ian McCabe, Acting Chief Executive Officer
Authorising Officer	Ian McCabe, Acting Chief Executive Officer
Date:	9 December 2021
Disclosure of Interest:	Not applicable to this item
Attachments:	Nil
Previous Reference:	Nil

Summary:

The Disaster Recovery Funding Arrangements WA (DRFAWA) commenced 1 November 2018 and replace the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA).

The Department of Fire and Emergency Services (DFES) has oversight for the DRFWA programme and requires an independent assessment in the event of claims.

Background:

Approximately one-third of the area of the Shire of West Arthur encountered flood damage from winter rains and the local government lodged intention to claim under the DRFWA programme.

Comment:

In accordance with the Shire of West Arthur Purchasing Policy F4.1, Greenfield Technical Services were engaged to complete the assessment of 67 roads and provide report documentation for a funding submission. The assessment by a civil engineer and site inspector with documentation and travel amounted to \$27,367.23 GST inclusive.

On declaration of the natural disaster event by DFES a submission was made. The cost of the assessment will be included in the claim for funding but as an unbudgeted item requires Council approval to make payment for works delivered.

As unbudgeted expenditure an Absolute Majority decision is sought on this item.

Consultation:

Mr J Muir Manager of Works and Services; Ms M King, Manager Financial Reporting.

Statutory Environment:

Local Government Act 1995; Local Government (Financial Management) Regulations 1996; Local Government (Audit) Regulations 1996

Policy Implications:

Due consideration of emergency provisions as defined by the Act and relationship to Shire of West Arthur Purchasing Policy F4.1 and timely response under Council Delegations should be given at any future review.

Financial Implications:

High probability of reimbursement so payment is a timing issue for the supplier and local government cash flow.

Strategic Implications:

Not applicable.

Sustainability Implications:

- **Environmental:** Not applicable
- **Economic:** Not directly applicable; however, road damage has and will impact the transport network and create safety hazards. This may have short term economic implications such as time to market. The Manager of Works and Services and team have sign-posted affected roads and placed notices on the shire website. These are reviewed regularly. Timely assessment and approval by DFES will ensure medium to long term impacts are addressed, making this assessment and submission necessary.
- **Social:** Roads are a necessary and vital social network and this assessment supports continued connection across the District and to elsewhere.

Risk Implications:

Risk	Without assessment and repair – High (15)
Risk Likelihood (based on history and with existing controls)	High (12)
Risk Impact / Consequence	High (12)
Risk Rating (Prior to Treatment or Control)	High (12)
Principal Risk Theme	Major infrastructure and economic
Risk Action Plan (Controls or Treatment Proposed)	Professional assessment by officers; notices to public and on-site signage to reduce speed and drive to conditions; emergent measures taken; road closure considered where appropriate.

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute Majority

Officer Recommendation:

That Council Approves the expenditure of \$27,367.23 GST inclusive to Greenfield Technical Services for the assessment of flood damage, provision of services and preparation of documentation to support a submission and claim to DFES for Disaster Recovery Funding Arrangements WA (DRFAWA).

Moved: Cr Duncan South

Seconded: Cr Karen Harrington

CARRIED: 5/0 (Absolute Majority)

12.2 APPROVAL OF TELEPHONY PROJECT

File Reference:	2.25.2 Computers and Equipment
Location:	Shire of West Arthur administration
Applicant:	Ian McCabe Acting Chief Executive Officer
Author:	Ian McCabe Acting Chief Executive Officer
Authorising Officer	Ian McCabe Acting Chief Executive Officer
Date:	9 December 2021
Disclosure of Interest:	None applicable to this item
Attachments:	Nil
Previous Reference:	Nil

Summary:

A project has commenced to ensure telephony services continue at the Shire of West Arthur beyond May 2022. It is anticipated this will require expenditure of \$30,000.

Background:

With the rollout of NBN services and regulatory change, the copper telephony network is being rationalised. Telstra is withdrawing ISDN or Integrated Services Digital Network telephony to the Shire of West at May 2022, requiring alternate telephony technology to be investigated and employed.

Comment:

Telstra provide ISDN or Integrated Services Digital Network to the Shire of West Arthur. ISDN is a circuit-switched telephone network system that transmits both data and voice over a digital line.

The Shire of West Arthur uses ISDN to provide telephony at the shire administration building as well as the Community and Health Resource Centre.

Telstra has written to the Shire of West Arthur 7 December 2021 indicating the end of the ISDN service by May 2022. This necessitates alternate technology is employed to provide telephony to the two sites as well as retain any phone numbers associated with current architecture.

The changes that are most likely to occur will see the use of Voice Over Internet Protocol, (VoIP), equipment upgrades to the building's network equipment and a proposed connection to fibre optic cable. The opportunity to simultaneously transfer from Asymmetric Digital Subscriber Line (ADSL) for internet services including email is an intended part of this proposal.

This will most likely require the purchase of new handsets to replace the current equipment as well as other equipment upgrades and a capital outlay to access the fibre network. In addition, new handsets, support equipment and a data access point to facilitate communications to the Community Resource and Health Centre would be required.

Although the removal of ISDN was announced by Telstra in September 2019 and a progressive removal of copper line services is progressing the transfer to a new communications solution has not been provided for in Council budgets. The acting CEO and Manager Financial Operations are actively reviewing all communications and technology solutions and have requested a formal proposal from Telstra. It is anticipated the capital cost of this project to be \$30,000.

As the project has not formerly commenced and is likely to take up to six months, the impending removal of the service from May 2022 requires immediate investigation and action. As an unbudgeted item of capital expenditure with ongoing operational impact, Council's Approval is sought on an Absolute Majority basis.

Consultation:

Telstra; Ms Karen Prowse, Co-Ordinator, Community Resource Centre; Ms M McKenzie Manager financial Operations; Ms M King Manager Financial Reporting.

Statutory Environment:

Local government Act 1995; Local Government (Financial Management) Regulations 1996

Policy Implications:

The Shire of West Arthur Purchasing Policy F4.1 requires sustainable procurement; without approval for this project, procurement of telephony will cease.

Financial Implications:

This is unbudgeted expenditure. It is expected to realise improved data capabilities and access to cloud based computing services. There are mooted upgrades to accounting and other applications and these will perform better under an improved data capability. To that extent this is a brought forward expenditure and while enforced by change will be an investment in future proofing the administration.

Strategic Implications:

This will contribute to risk reduction (short / medium term) while positioning the local government for future services.

Sustainability Implications:

- **Environmental:** Without telephony services, efforts by the local government to support environmental services will be compromised.
- **Economic:** Without telephony, the ability of the local government to support economic activity in the District will be compromised.
- **Social:** Without telephony services, the local government will not be able to effectively deliver services or connect to her community.

Risk Implications:

Risk	High
Risk Likelihood (based on history and with existing controls)	Likely
Risk Impact / Consequence	Major
Risk Rating (Prior to Treatment or Control)	High (16)
Principal Risk Theme	Infrastructure (ICT); business continuity, operational and reputational
Risk Action Plan (Controls or Treatment Proposed)	A project plan will be prepared with appropriate risk controls

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute Majority

Officer Recommendation:

1. That Council Approves the expenditure of \$30,000 in the 2021/22 financial year for the purpose of ensuring continuity of telephony services to the Shire of West Arthur local government and the Community Resource and Health Centre;
 2. That a transfer from the Information Technology Reserve be utilised for this Capital purpose;
 3. That Operational Charges be paid from Municipal Funds;
- and,
4. That the Chief Executive Officer provide Council with regular project reports as to actions, progress and risk items.

Moved: Cr Robyn Lubcke

Seconded: Cr Karen Harrington

CARRIED: 5/0 (Absolute Majority)

12.3 PURCHASE OF MOTOR VEHICLE

File Reference:	1.3.1 / 2.15.1 / 7.8.5
Location:	Shire of West Arthur
Applicant:	Ian McCabe Acting Chief Executive Officer
Author:	Ian McCabe Acting Chief Executive Officer
Authorising Officer	Ian McCabe Acting Chief Executive Officer
Date:	9 December 2021
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	17.1 SMC 3 November 2021

Summary:

Council is requested to approve the purchase of a motor vehicle for the use of the incoming Chief Executive Officer (CEO).

Background:

The employment agreement between the Shire of West Arthur and the Chief Executive Officer includes provision of a motor vehicle for the completion of work duties and private use. The Shire of West Arthur recently disposed of a motor vehicle utilised for this purpose; however, this was in compliance with the purchase of assets clause of the employment agreement of the former CEO.

The purchase of a suitable vehicle is an unbudgeted item and requires Council Approval. As such, this item seeks a Decision by Absolute Majority.

Comment:

Mr Vin Fordham Lamont will commence as CEO in late January 2022. The employment agreement requires a suitable vehicle to be made available for work duties and the shire recently divested of such a vehicle. Although that sale and other funds would provide sufficient monies for the purchase of a vehicle, this would be an unplanned and unbudgeted acquisition. Accordingly, Council is requested to Approve the purchase.

There are some considerations in the purchase. The recent sale of the vehicle provided under the employment agreement to the CEO was a possible outcome but an unplanned outcome of the separation with the former CEO. Additionally, the time of year applies some constraint on the ability of the local government and suppliers to acquire a vehicle. This is exacerbated by national and world-wide supply chain issues limiting the availability of suitable vehicles. Finally, there is no provision in the budget for this purchase and Council will not ordinarily meet in January.

The process adopted to consider these constraints while complying with the legislation and Council policy is as follows:

1. CEO referenced the shire budget, Plant Replacement Program, Purchasing Policy and the relevant legislation;
2. CEO liaised with the President and incoming CEO as to flexibility and specifications within contract and shire requirements;
3. CEO requested the Manager Works and Services to research model choices and likely prices that would meet that specification;
4. Manager Works and Services prepared and issued a Request for Quote and formal Specification to credible suppliers for a formal quote; to allow for proper process this will conclude Thursday 16 December 2021;

5. Utilising value for money principles and a decision matrix, a choice will be made for a preferred supplier and vehicle that best meets Council requirements and the desired timeline.

Indicative pricing is between \$55,489 and \$61,506 plus GST for the specified vehicle with availability as at 3 December being end of January 2022 – March 2022. Availability is limited and the period could be extended due to the holiday period.

The recommendation is for approved expenditure for this capital asset up to \$61,506 plus GST. Officers will observe Council policy and seek to maximise Value for Money by negotiating features and / or minimising this price. The CEO and Manager Works and Services will refer to the Specification and Policy in selecting the vehicle that best meets these criteria.

Risk considerations are low as the acting CEO has some contingency with a Mitsubishi Pajero currently proposed for sale or trade being retained pending the outcome of this process. If necessary, this vehicle would bridge any supply period and the acting CEO would use a private vehicle and claim travel expenses.

Consultation:

Mr V Fordham Lamont; the President Cr N Morrell; Manager Financial Reporting M King; Manager Works and Services J Muir.

Statutory Environment:

Local Government Act 1995; Local Government (Financial Management) Regulations 1996.

Policy Implications:

Shire of West Arthur Purchasing Policy F4.1

Financial Implications:

Unbudgeted expenditure of approximately \$61,000 plus GST; this will in actuality be offset by the sale of the Toyota Prado previously used for this purpose and a recent insurance claim; however, for the purpose of the Decision, offsetting is not a consideration and Council must consider the expenditure in its own right. The advice is that the vehicle is a required asset with supply constraints. The time of year and the required end date makes a timely order a high order consideration.

Strategic Implications:

Not relevant to this item.

Sustainability Implications:

- **Environmental:** Not directly relevant to this item although the vehicle specification applies Australian Design Rule ADR 79/04 - Emission Control for Light Vehicles that this vehicle meet the CO2 threshold at 185g/km for passenger vehicles and 195g/km for SUV's. The Shire considers fuel economy and costs over the life of the vehicle when making purchasing choices.
- **Economic:** Not directly relevant to this item; however, a regional buying preference is considered with a regional purchase rating more highly than a major centre; a major centre more highly than a metropolitan centre. It's important that the local government gets Value for Money and ratepayers pay no more than necessary to deliver the same output.
- **Social:** Not relevant to this decision

Risk Implications:

Risk	Low (4)
Risk Likelihood (based on history and with existing controls)	Unlikely
Risk Impact / Consequence	Minor
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Contractual
Risk Action Plan (Controls or Treatment Proposed)	Apply Purchasing Policy and refer to Financial Management and Audit Regulations.

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Absolute Majority

Officer Recommendation:

That:

1. Council Approves the review of Request for Quote 09/21 by the acting CEO and Manager Works and Services and that a suitable vehicle is selected for the contractual use of the incoming CEO;

and,

2. That Council Approves the purchase of the vehicle at a maximum of \$61,506 plus GST.

Moved: Cr Graeme Peirce

Seconded: Cr Robyn Lubcke

CARRIED: 5/0 (Absolute Majority)

13. Finance

13.1 - Financial Reports

File Reference:	N/A
Location:	Shire of West Arthur
Applicant:	N/A
Author:	Manager of Financial Reporting
Authorising Officer	Chief Executive Officer
Date:	10 December 2021
Disclosure of Interest:	N/A
Attachments:	Financial Reports – 30th November 2021
Previous Reference:	N/A

Summary:

Consideration of the financial reports for the period ending 30th November 2021.

Background:

The financial reports for the periods ending 30th November 2021 are included as attachments.

Comment:

If you have any questions regarding details in the financial reports, please contact the office prior to Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

Consultation:

Not applicable.

Statutory Environment:

Section 34 (1) (a) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates, monthly budget estimates, actual monthly expenditure, revenue and income, material variances between monthly budget and actual figures and net current assets on a monthly basis.

Policy Implications:

Not applicable.

Financial Implications:

Not applicable.

Strategic Implications:

Not applicable.

Sustainability Implications:

- **Environmental:** There are no known significant environmental considerations.
- **Economic:** There are no known significant economic considerations.
- **Social:** There are no known significant social considerations.

Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix:

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Rates – less recognised as doubtful

Rates outstanding – if owed for 3 years or more can take the property and auction, Bank usually first, this Shire, Lots of steps to do this. Haven't engaged outside debt collector, or written to land owner. Need a policy around debt collections. Opportunity to modernise our practices.

Council would benefit from having finance person coming to meetings.

Voting Requirements:

Simple majority

Officer Recommendation:

That the financial report for the period ending 30th November 2021 as presented be accepted.

Moved: Cr Karen Harrington

Seconded: Cr Duncan South

CARRIED: 5/0

ATTACHMENT

Finance Report

SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2021

	Note	Annual Budget 2021/2022 \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
Opening Funding Surplus (Deficit)	2	1,162,486	1,162,486	1,162,486	0	0%	
Revenue from operating activities							
Rates		1,776,244	1,776,244	1,776,210	(34)	(0%)	
Operating Grants, Subsidies and Contributions	6	813,807	414,893	464,944	50,052	12%	▲
Fees and Charges		262,985	156,157	169,295	13,138	8%	
Interest Earnings		36,389	6,065	5,021	(1,044)	(17%)	
Other Revenue		71,872	29,947	35,984	6,037	20%	
Profit on Disposal of Assets		6,799	0	1,129	1,129		
		2,968,096	2,383,305	2,452,583	69,278		
Expenditure from operating activities							
Employee Costs		(1,869,777)	(958,421)	(1,045,388)	(86,967)	(9%)	
Less overhead and wage allocations			128,012	123,350	(4,662)		
Materials and Contracts		(811,033)	(323,626)	(377,291)	(53,665)	(17%)	
less Pdepn and POC allocations			90,959	87,647	(3,312)		
Utility Charges		(93,534)	(31,178)	(27,870)	3,308	11%	
Depreciation on Non-Current Assets		(2,140,359)	(217,072)	(215,790)	1,282	1%	
Interest Expenses		(25,232)	(6,810)	(6,810)	0	0%	
Insurance Expenses		(103,791)	(103,791)	(103,527)	264	0%	
Other Expenditure		(36,500)	(9,125)	(9,815)	(690)	(8%)	
Loss on Disposal of Assets		(5,350)	0	(2,968)	(2,968)		
		(5,085,576)	(1,431,052)	(1,578,462)	(147,410)		
Operating activities excluded from budget							
Add back Depreciation		2,140,359	217,072	215,790	(1,282)	(1%)	
Adjust (Profit)/Loss on Asset Disposal		(1,449)	0	1,839	1,839		
Adjust Provisions and Accruals		0	(32,833)	(32,833)	0	0%	
Amount attributable to operating activities		21,430	1,136,492	1,058,917	(77,575)		
Investing activities							
Grants, Subsidies and Contributions	6	995,128	166,554	166,554	0	0%	
Proceeds from Disposal of Assets		64,228	0	38,432	38,432		▲
Land and Buildings	7	(579,700)	(35,000)	(34,441)	559	2%	
Infrastructure Assets - Roads	7	(1,138,717)	(215,000)	(214,845)	155	0%	
Infrastructure Assets - Other	7	(586,188)	(120,000)	(123,518)	(3,518)	(3%)	
Plant and Equipment	7	(530,115)	(157,448)	(157,227)	221	0%	
Furniture and Equipment	7	(8,500)	(8,500)	(6,437)	2,063	24%	▲
Amount attributable to investing activities		(1,783,864)	(369,394)	(331,482)	37,912		
Financing Activities							
Proceeds from Self Supporting Loan - repayments		28,087	6,935	6,935	0	0%	
Transfer from Reserves	5	1,237,967	0	0	0		
Repayment of Debentures		(96,883)	(24,712)	(24,712)	0	0%	
Transfer to Reserves	5	(569,223)	(165)	(168)	(3)	(2%)	
Amount attributable to financing activities		599,948	(17,942)	(17,945)	(3)		
					0		
Closing Funding Surplus (Deficit)	2	0	1,911,641	1,871,976	(39,665)	(2%)	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 1: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2021/22 year is \$10,000 or 10% whichever is the greater.

Operating Grants, Subsidies and Contributions

34086	General Purpose Grant above budget
15428	WALGGC - Roads Grant above budget

Fees and Charges

12,721	Caravan Park Income is above budget (includes non cash income for staff accommodation)
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Employee Costs

(86,967)	Employee costs greater than budget due to Council decision made 3 November 2021 and payment of entitlements.
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Materials and Contracts

(12,993)	Fire shed for Arthur River ESL funded. Will be offset by income. Council decision Sep 21.
(17,465)	Plant op costs are above budget. Fuel cost increase and increased plant repairs.
(25,518)	Storm damage expenditure. Invoice entered. Council approval required.

Proceeds from Disposal of Assets

37,302	Sale of Toyota Prado - unbudgeted. Council decision Nov 21.
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SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2021	30 Nov 2021
		\$	\$
Current Assets			
Cash Unrestricted	3	1,261,046	1,763,266
Cash Restricted	5	2,892,467	2,892,635
Cash Restricted - unspent grants		296,748	399,837
Receivables - Rates	4	145,377	282,019
Receivables - Other	4	241,642	53,812
Inventories		23,433	23,433
		4,860,713	5,415,002
Less: Current Liabilities			
Payables		(509,012)	(250,554)
Unspent grants, contributions and reimbursements		(296,748)	(399,837)
		(805,760)	(650,391)
Less: Cash Reserves	5	(2,892,467)	(2,892,635)
Net Current Funding Position		1,162,486	1,871,976

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	309,671			309,671	NAB	0.01%	At Call
Municipal Bank - Bendigo	92,832			92,832	Bendigo	0.01%	At Call
Municipal Cash Maximiser	280,000			280,000	NAB	0.01%	At Call
Trust Bank Account			3,544	3,544	NAB	0.01%	At Call
Trust Cash Maximiser			10,269	10,269	NAB	0.01%	At Call
Reserve Cash Maximiser		4		4	NAB	0.01%	At Call
Bendigo Reserve		9		9	Bendigo	0.10%	At Call
(b) Term Deposits							
Municipal term deposit	600,000			600,000	NAB	0.27%	8/12/2021
Municipal term deposit	400,000			400,000	NAB	0.27%	5/01/2022
Municipal term deposit	480,000			480,000	Bendigo	0.29%	7/04/2022
Reserve term deposit		1,278,005		1,278,005	NAB	0.34%	28/06/2022
Reserve term deposit		1,614,617		1,614,617	Bendigo	0.40%	2/03/2022
Trust term deposit			60,000	60,000	NAB	0.29%	7/04/2022
Total	2,162,503	2,892,635	73,813	5,068,951			

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 4: Receivables

Receivables - Rates Receivable	30 Nov 2021	30 June 2021	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	237,534	199,932	Receivables - General	7,821	2,683	0	41,324	51,828
Levied this year (incl rubbish & ESL)	1,876,228	1,847,083						
<u>Less Collections to date</u>	(1,740,805)	(1,809,481)	Balance per Trial Balance					
Equals Current Outstanding	372,957	237,534	Sundry Debtors					0
Add paid in advance	1,219		Receivables - Other					0
Net Rates Collectable	374,176	237,534	Total Receivables General Outstanding					51,828
% Collected	82.36%	88.40%						
Less Recognised as doubtful	(92,157)	(92,157)	Amounts shown above include GST (where applicable)					
			90+ day amount includes funding including \$36,669 LRCI to be received when annual report/acquittal finalised and accepted.					
\$98,850 outstanding will be paid by instalments.	4.7%							
\$10,552 pensioner rebates to be processed	0.5%							

\$343,785 was outstanding at the 30 November 2020.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 5: Cash Backed Reserve

Name	Opening Balance	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
		Interest Earned	Interest Earned	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)	Transfers Out (-)
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave Reserve	210,490	842	12	0	0	(25,000)	0	186,332	210,502
Plant Reserve	522,877	2,102	30	310,000	0	(465,887)	0	369,092	522,907
Building Reserve	677,641	2,712	39	85,650	0	(515,000)	0	251,003	677,680
Town Development Reserve	71,305	285	4	0	0	(70,000)	0	1,590	71,309
Recreation Reserve	162,775	651	9	0	0	0	0	163,426	162,784
Heritage Reserve	5,755	23	0	300	0	0	0	6,078	5,755
Community Housing Reserve	153,767	610	9	20,000	0	(25,000)	0	149,377	153,776
Waste Management Reserve	122,370	489	7	0	0	(100,000)	0	22,859	122,377
Darkan Swimming Pool Reserve	44,081	176	3	5,000	0	0	0	49,257	44,084
Information Technology Reserve	50,306	201	3	50,000	0	0	0	100,507	50,309
Darkan Sport and Community Centre Reserve	289,516	1,158	17	30,000	0	0	0	320,674	289,533
Arthur River Country Club Renewal Reserve	34,043	136	2	6,000	0	0	0	40,179	34,045
Museum Reserve	128,155	497	7	0	0	(5,000)	0	123,652	128,162
Moodiarrup Sports Club Reserve	13,539	58	1	5,000	0	0	0	18,597	13,540
Landcare Reserve	37,871	173	2	0	0	(17,080)	0	20,964	37,873
Corporate Planning and Valuation Reserve	34,836	139	2	0	0	(15,000)	0	19,975	34,838
Kids Central Members Reserve	1,607	3	0	5,704	0	0	0	7,314	1,607
The Shed Reserve	12,258	47	1	0	0	0	0	12,305	12,259
Recreation Trails Reserve	1,214	5	0	0	0	0	0	1,219	1,214
Community Gym Reserve	11,026	34	1	0	0	0	0	11,060	11,027
Economic Development Reserve	73,617	294	4	40,000	0	0	0	113,911	73,621
Road Reserve	233,418	934	14	0	0	0	0	234,352	233,432
	2,892,467	11,569	168	557,654	0	(1,237,967)	0	2,223,723	2,892,635

Note: Reserve transfers are generally completed at year end unless funds are required sooner.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 6: Grants and Contributions	Grant Provider	Type	Opening Balance (a)	Budget Operating (b)	Capital (c)	YTD Actual Revenue (f)	(Expended) (g)	Unspent Grant (a)+(f)+(g)	Comment
				\$	\$	\$	\$	\$	
General Purpose Funding									
Grants Commission - General	WALGGC - General Purpose Grant	Operating	0	279,900	0	174,036	0	0	Grant income expected to be \$68,172 above budget
Grants Commission - Roads	WALGGC - Local Roads Grant	Operating	0	237,417	0	134,136	0	0	Grant income expected to be \$30,855 above budget
Law, Order and Public Safety									
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Operating - Tied	0	43,126	0	21,854	(21,854)	0	
Federal Road & Community Infrastructure - St Johns Building	Dept. of Infrastructure, Transport, Regional Development and Communications	Operating - Tied	0	75,000	0	0	0	0	
Housing									
Community Housing Repairs	Dept of Communities	Operating - Tied	0	10,495	0	10,495	0	10,495	Recognised as income when corresponding expenditure recognised
Community Amenities									
Federal Road & Community Infrastructure - Seat	Dept. of Infrastructure, Transport, Regional Development and Communications	Operating - Tied	0	2,000	0	0	0	0	
Recreation and Culture									
Federal Road & Community Infrastructure - Railway reserve and cricket wicket	Dept. of Infrastructure, Transport, Regional Development and Communications	Non-operating	0	0	77,000	6,573	(6,573)	0	
Federal Road & Community Infrastructure - Swimming pool	Dept. of Infrastructure, Transport, Regional Development and Communications	Operating - Tied	0	20,000	0	0	0	0	
Federal Road & Community Infrastructure - Lake	Dept. of Infrastructure, Transport, Regional Development and Communications	Non-operating	0	0	27,996	0	0	0	
Towerrinning shade and landscaping	Dept of Planning, Lands & Heritage	Operating - Tied	0	9,198	0	0	0	0	
Heritage Inventory	Unknown	Operating - Tied	0	1,000	0	0	0	0	
Community event grants	Unknown	Operating - Tied	0	1,000	0	0	0	0	
Transport									
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	320,264	118,794	(51,221)	67,573	
Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	102,073	102,073	(102,073)	0	0 Shown as a liability until spent, then recognised as income
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	350,884	140,354	(1,698)	138,656	Shown as a liability until spent, then recognised as income
Federal Road & Community Infrastructure Direct Grant	Main Roads - Direct Grant	Non-operating	0	0	38,000	4,989	(4,989)	0	
Operating		Operating	0	134,671	0	134,671	0	0	
Economic Development									
Kylie Dam Project	Department of Water	Non-operating	0	0	53,911	0	0	0	
Federal Road & Community Infrastructure - Potable water	Dept. of Infrastructure, Transport, Regional Development and Communications	Non-operating	0	0	25,000	0	0	0	
TOTALS			0	812,807	995,128	847,975	(188,408)	216,724	
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions		0	651,988	0	442,843	0	0	
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	160,819	0	32,349	(21,854)	10,495	
Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	995,128	372,783	(166,554)	206,229	
TOTALS			0	812,807	995,128	847,975	(188,408)	216,724	

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance Total YTD to Budget	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget		
		\$	\$	\$	\$	\$	\$		
Furniture									
Other Property & Services									
	Printer	0	(6,437)	(6,437)	0	(8,500)	(8,500)	2,063	
	Furniture Total	0	(6,437)	(6,437)	0	(8,500)	(8,500)	2,063	
Land and Buildings									
Housing									
	Renovations to existing joint venture community housing units	0	0	0	0	(25,000)	(25,000)	25,000	
Community Amenities									
	Chalet completion	0	(22,884)	(22,884)	(1,000)	(25,000)	(26,000)	3,116	
	Toilet - Bowelling (grant to be sourced for materials)	0	0	0	(8,700)	0	(8,700)	8,700	
Other Property & Services									
	Staff housing improvements/renovations	0	0	0	(8,300)	(50,000)	(58,300)	58,300	
	New staff house	0	(11,556)	(11,556)	(11,700)	(450,000)	(461,700)	450,144	
	Buildings Total	0	(34,440)	(34,440)	(29,700)	(550,000)	(579,700)	545,260	
Infrastructure									
Community Amenities									
	Darkan Refuse Site	0	0	0	(20,000)	(100,000)	(120,000)	120,000	
Recreation And Culture									
	Darkan Railway Reserve - redevelopment of play and youth area	(3,366)	(109,589)	(112,955)	(30,000)	(220,000)	(250,000)	137,045	
	Cricket oval infrastructure - wicket	(369)	(6,573)	(6,942)	0	(17,000)	(17,000)	10,058	
	Lake Towerrinning - Shade and landscaping	(3,622)	0	(3,622)	0	(40,000)	(40,000)	36,378	
Transport									
	Slip lane car park off Burrowes Street	0	0	0	(34,073)	(19,115)	(53,188)	53,188	
Economic Development									
	Kylie Dam Water Project	0	0	0	(14,000)	(67,000)	(81,000)	81,000	
	Potable water Infrastructure	0	0	0	0	(25,000)	(25,000)	25,000	
	Infrastructure Total	(7,357)	(116,162)	(123,519)	(98,073)	(488,115)	(586,188)	462,669	
	Darkan Railway Reserve - redevelopment of play and youth area								
Plant , Equip. & Vehicles									
Transport									
	Prime Mover	0	0	0	0	(170,000)	(170,000)	170,000	
	Side Tipping Trailer	0	0	0	0	(120,000)	(120,000)	120,000	
	Passenger Vehicle	0	(51,725)	(51,725)	0	(52,225)	(52,225)	500	
	Forklift	0	(22,325)	(22,325)	0	(25,000)	(25,000)	2,675	
	Road Broom	0	0	0	0	(45,000)	(45,000)	45,000	
	Utes	0	(72,287)	(72,287)	0	(104,000)	(104,000)	31,713	
	Mower	0	(10,890)	(10,890)	0	(13,890)	(13,890)	3,000	
	Plant, Equip & Vehicles Total	0	(157,227)	(157,227)	0	(530,115)	(530,115)	372,888	

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 7: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Variance Total YTD to Budget	Comment
		Wages and Plant	Materials and Contractors	Total YTD	Wages and Plant	Materials and Contractors	Total Budget		
		\$	\$	\$	\$	\$	\$		
Roads									
Regional Road Group									
Boyup Brook Arthur Road		0	0	0	(158,152)	(126,856)	(285,008)	285,008	
Bowelling Duranillin Road		0	(2,547)	(2,547)	(146,055)	(104,307)	(250,362)	247,815	
Regional Road Group Total		0	(2,547)	(2,547)	(304,207)	(231,163)	(535,370)	532,823	
Roads to Recovery									
Darkan South Road - Slip Lane and Intersection		0	(596)	(596)	(28,850)	(29,600)	(58,450)	57,854	
Darkan South Road - Widening Corners		0	0	0	(67,652)	(40,220)	(107,872)	107,872	
Sandalwood Road		(85,512)	(3,072)	(88,584)	(83,641)	(26,480)	(110,121)	21,537	
Moodiarrup South Road		(63,763)	0	(63,763)	(46,394)	(12,450)	(58,844)	(4,919) Allocations above budget, materials will be below.	
Darkan South Road		(351)	0	(351)	(47,664)	(51,100)	(98,764)	98,413	
Roads to Recovery Total		(149,626)	(3,668)	(153,294)	(274,201)	(159,850)	(434,051)	280,757	
Road and Community Infrastructure Program									
Bowelling Dura, Darkan South, Moodiarrup Changerup Centre line		0	(4,989)	(4,989)	0	(38,000)	(38,000)	33,011	
Shire Funded Total		0	(4,989)	(4,989)	0	(38,000)	(38,000)	33,011	
Shire Funded									
Burnett Road		(54,014)	0	(54,014)	(53,011)	(11,031)	(64,042)	10,028	
Cordering North Road		0	0	0	(50,019)	(11,690)	(61,709)	61,709	
Collie South East Road		0	0	0	(225)	(5,320)	(5,545)	5,545	
Shire Funded Total		(54,014)	0	(54,014)	(103,255)	(28,041)	(131,296)	77,282	
Roads Total		(203,640)	(11,204)	(214,844)	(681,663)	(457,054)	(1,138,717)	923,873	
Capital Expenditure Total		(210,997)	(325,470)	(536,467)	(809,436)	(2,033,784)	(2,843,220)	2,306,753	

13.2 - Accounts for Payment

File Reference:	N/A
Location:	N/A
Applicant:	N/A
Author:	R Schinzig
Authorising Officer	Acting Chief Executive Officer
Date:	2 December 2021
Disclosure of Interest:	N/A
Attachments:	Cheque Listing
Previous Reference:	N/A

Summary:

Council to note payments of accounts as presented.

Background:

The schedule of accounts is included as an attachment for Council information.

Comment:

If you have any questions regarding payments in the listing please contact the office prior to the Council meeting.

Consultation:

There has been no consultation.

Statutory Environment:

Section 12 of the Local Government (Financial Management) Regulations 1996 states that

- 12 (1) A list of creditors is to be compiled for each month showing –
- (a) The payee's name;
 - (b) The amount of the payment;
 - (c) Sufficient information to identify to transaction; and
 - (d) The date of the meeting of the council to which the list is to be resented.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no financial implications.

Strategic Implications:

There are no strategic implications.

Sustainability Implications:

- **Environmental:** There are no known significant environmental considerations.
- **Economic:** There are no known significant economic considerations.
- **Social:** There are no known significant social considerations.

Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple majority

Officer Recommendation:

That in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, payment of Municipal Fund vouchers 15112021.1-15112021.24, 30112021.1-30112021.25, 01122021.1-01122021.19, 01122021.1B-01122021.8B, Licensing Transfers, Salaries and Wages and EFT, Direct Debit and BPAY Transfers, totalling \$402,256.78 listed (attached) be noted as approved for payment.

Moved: Cr Robyn LubckeSeconded: Cr Graeme Peirce**CARRIED: 5/0****ATTACHMENT**

Payment Listing

Shire of West Arthur
Cheque Detail
November 11 through December 2, 2021

MINUTES
14 DECEMBER 2021

Date	Num	Name	Original Amount
11/11/2021	EFT	SALARIES & WAGES	95,845.80
		PAYROLL	
15/11/2021	15112021.1	AFGRI EQUIPMENT AUSTRALIA PTY LTD	2,932.11
		3000HR SERVICE FOR JOHN DEERE 670G GRADER	
15/11/2021	15112021.2	AIR LIQUIDE	88.96
		FACILITY FEES ON CYLINDERS	
15/11/2021	15112021.3	BLACKWOOD BASIN GROUP (INC)	1,669.80
		LANDCARE SUPPORT FOR THE PERIOD OF OCTOBER 21	
15/11/2021	15112021.4	BUNBURY TRUCKS	225.00
		REPAIR/RESET PDF SYSTEM ON HINO DUAL CAB	
15/11/2021	15112021.5	COLLIE EMBROIDERY SERVICE	74.80
		SHIRE SHIRTS FOR CLEANERS WOMENS 16 & 18 FOR EMBROIDERY	
15/11/2021	15112021.6	COLLIE MOWERS & MORE	552.00
		CHAIN 3/8 063 CHISEL PER LINK & REPAIR 461 CHAINSAW	
15/11/2021	15112021.7	DARDANUP BUTCHERING COMPANY	126.32
		NOVEMBER MEAT ORDER - SENIORS MEALS	
15/11/2021	15112021.8	EASIFLEET MANAGEMENT- MOUNTSVILLE PTY LTD	2,443.26
		SALARY SACRIFICE PAYMENTS OCTOBER 21 - BUNCE & PUTLAND	
15/11/2021	15112021.9	HERSEY'S SAFETY PTY LTD	1,048.08
		R2R DARKAN SOUTH SLIP (21/22) - TRAFFIC CONES	
15/11/2021	15112021.10	LUSH FIRE & PLANNING	1,001.00
		PLANNING ADVICE, APPLICATION & AGENDA PREPARATION	
15/11/2021	15112021.11	MM ELECTRICAL MERCHANDISING	227.15
		10 X 2 FOOT FLOURO TUBES	
15/11/2021	15112021.12	MUIR, JAMES	33.07
		FUEL TO DELIVER PACKAGE	
15/11/2021	15112021.13	POOL & SPA MART BUNBURY	2,495.00
		NEW ROBOT POOL CLEANER - DOLPHIN WAVE75	
15/11/2021	15112021.14	PUTLAND MOTORS	8,530.69
		OIL, PARTS & REPAIRS FOR CHAINSAWS, GRADER, TRUCKS, UTES, ROLLER, LOADERS, MOWER & PRUNING SAW	
15/11/2021	15112021.15	SHIRE OF NARROGIN (SUPPLIER)	830.00
		SENIOR HEALTH OFFICER OCTOBER 21	
15/11/2021	15112021.16	SIGNS PLUS	79.50
		NEW COUNCILLOR BADGES AS PER EMAIL	
15/11/2021	15112021.17	SOS OFFICE EQUIPMENT	1,822.87
		FINAL METER READING - FUJI XEROX & METER READING XEROX APEOSPORT	
15/11/2021	15112021.18	T-QUIP	165.00
		REPAIR AND MAINTAIN M5 MOWER	
15/11/2021	15112021.19	TOLL TRANSPORT PTY LTD	396.73
		FREIGHT FROM CRENDON MACHINERY, SOS, WESTRAC, BULLIVANTS, LAKE, POOL, CORSIGN	
15/11/2021	15112021.20	WARREN BLACKWOOD WASTE	2,448.82
		WASTE CHARGES JULY 2021	
15/11/2021	15112021.21	WEST ARTHUR COMMUNITY RESOURCE CENTRE	618.50
		DOCTORS HOURS FOR OCT 2021	
15/11/2021	15112021.22	WESTRAC BUNBURY	1,399.31
		PARTS - G10 & G11	
15/11/2021	15112021.23	WHITE AMY	49.00
		REIMBURSE MOPS AND LIGHTGLOBES FOR CARAVAN PARK AND CHALET	
15/11/2021	15112021.24	WOOD, TREVOR	168.00
		REIMBURSE WORKBOOTS FROM WORK CLOBBER	
16/11/2021	Debit	CRESCENT CONVEYANCERS 1	11,556.31
		PURCHASE LOT 254 - 10 KING STREET. LAND FOR NEW STAFF HOUSE	
16/11/2021	Debit	SALARIES & WAGES	21,274.56
		PAYROLL	
24/11/2021	BPAY	AUSTRALIAN TAXATION OFFICE	13,900.00
		SEP 21 BAS	
16/11/2021	EFT	SALARIES & WAGES	52,424.27
		PAYROLL	
30/11/2021	30112021.1	ALLIED FORKLIFTS PTY LTD	24,557.50
		HELI MODEL CPD25-Q13KS DIESEL POWERED FORKLIFT AS PER QUOTATION DATED 29 OCTOBER 2021	
30/11/2021	30112021.2	AUSTRALIA POST	325.64
		OFFICE PAPER, RATES NOTICE POSTAGE, RETURN POSTAGE OF LOCKS	
30/11/2021	30112021.3	AUSTRALIAN MUSEUMS & GALLERIES INC	150.00
		ORGANISATION LEVEL A - LESS THAN \$50,000. SUBSCRIPTION FOR EDITH BROWN MUSEUM	
30/11/2021	30112021.4	BUNBURY MACHINERY	419.11
		LABOUR AND PARTS	
30/11/2021	30112021.5	BUNCE, GEOFF	46.08
		WOOD HEATER ROPE SEAL AND WINDOW CATCH FOR 10 HILLMAN, LIGHT GLOBES FOR CHALET 2	
30/11/2021	30112021.6	COLLIE ELECTRICAL SERVICES	448.08
		JOB: MOODIARRUP DARKAN ROAD	
30/11/2021	30112021.7	CRENDON MACHINERY	1,178.58
		CAMPAGNOLA PNEUMATIC CHAIN PRUNER M3P AIR SAW WITH 1 X ANGLE ADAPTOR	
30/11/2021	30112021.8	DARDANUP BUTCHERING COMPANY	133.26
		MEAT FOR SENIORS MEALS	

Shire of West Arthur
Cheque Detail
November 11 through December 2, 2021

Date	Num	Name	Original Amount
30/11/2021	30112021.9	DARKAN HOTEL	270.00
		REFRESHMENTS - ESTIMATED @ \$270.00 COUNCIL MEETING	
30/11/2021	30112021.10	DARKAN SAND SUPPLIES	1,962.16
		GRAVEL 891.89M3	
30/11/2021	30112021.11	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	16,526.40
		21/22 ESL QUARTER 2 CONTRIBUTION	
30/11/2021	30112021.12	ECOSCAPE AUSTRALIA PTY LTD	693.00
		DARKAN RAILWAY RESERVE FAMILY SPACE 2020/21 - CONCEPT PLAN AS PER QUOTE	
30/11/2021	30112021.13	FLEAYS STORE	479.20
		SENIORS MEALS, OFFICE MILK, GLAD WRAP AND BISCUITS, COUNCIL MEETING REFRESHMENTS	
30/11/2021	30112021.14	FUELS WEST PETROLEUM	20,611.36
		14000L DIESEL AS PER QUOTE 17/11/2021	
30/11/2021	30112021.15	INTEGRATED ICT	1,304.77
		MONTHLY IT SUBSCRIPTION, PRINTER AND RECKON SUPPORT	
30/11/2021	30112021.16	MARKETFORCE	1,421.85
		ADVERTISING HOUSE TENDER AND SENIOR FINANCE OFFICER	
30/11/2021	30112021.17	NARROGIN FREIGHTLINES	104.72
		FREIGHT FROM SIGMA CHEM	
30/11/2021	30112021.18	PEDERICK ENGINEERING	396.00
		MANUFACTURE OF PROTECTIVE SURROUND FOR MOSQUITO FOGGER	
30/11/2021	30112021.19	PETE'S	75.00
		SHIRTS FOR NEW EMPLOYEE D MELBOURNE	
30/11/2021	30112021.20	PHOENIX GLASS	170.00
		REPLACE WOOD HEATER DOOR GLASS - U1/10 HILLMAN	
30/11/2021	30112021.21	RAREBITS ON BURROWES 1	450.00
		COUNCIL MEETING CATERING - MEALS & REFRESHMENTS, BUSH FIRE ADVISORY BRIGADE MEETING FINGER FOOD	
30/11/2021	30112021.22	SHERIDAN'S FOR BADGES	1,096.90
		ETCHED PLATES - RAILWAY RESERVE PLAQUES, SATIN FINISH BRASS PLAQUE - WHITAKER/WHITE	
30/11/2021	30112021.23	SHIRE OF COLLIE	913.20
		ANIMAL CONTROL EXPENSES - TOWN INSPECTIONS AND ARTHUR RIVER KENNEL INSPECTION	
30/11/2021	30112021.24	WEST ARTHUR COMMUNITY RESOURCE CENTRE	4,940.80
		DARKAN SWIMMING POOL LAMINATING, LIBRARY AND MEDICAL SERVICES 1 OCT 21-31 DEC 21	
30/11/2021	30112021.25	WESTRAC BUNBURY	521.58
		INSPECT AND REPAIR ELECTRICAL FAULT, BLOCK ASSEMBLY FUSE - DOZER	
01/12/2021	01122021.1	BULLIVANTS	164.49
		EXPENDABLE TOOLS - 2 X 3M SLINGS, 2X 4M SLINGS	
01/12/2021	01122021.2	BUNBURY MITSUBISHI	41,752.40
		MITSUBISHI MR TRITON GLX 2.4L D DUAL CAB 4WD AND ACCESSORIES AS PER QUOTE	
01/12/2021	01122021.3	CHIA, KERRYIN	65.97
		SENIORS MEALS - SNAPPER FILLETS	
01/12/2021	01122021.4	COALFIELDS WEARPARTS	2,063.60
		GRADER BLADE, PLOWBOLT, PLOWNUT - G10 GRADER	
01/12/2021	01122021.5	CONWAY Highbury Pty Ltd	330.00
		DOGS LOCAL LAW AMENDMENT, FENCING LOCAL LAW NEW, WASTE LOCAL LAW NEW (4WDL)	
01/12/2021	01122021.6	DARKAN AGRI SERVICES	4,548.78
		PARKS & GARDEN SUPPLIES, CEMENT, GAS BOTTLES, BUILDING SUPPLIES, CLEANING, CHALET 2 ITEMS, WORKSHOP CONSUMABLES	
01/12/2021	01122021.7	DATALINE VISUAL LINK PTY LTD	294.80
		DARKAN SWIMMING POOL - 25 KEY FOBS EXPRESS POST AS QUOTED	
01/12/2021	01122021.8	DEPT OF LOCAL GOV, SPORT & CULTURAL INDUS	665.87
		COUNCIL MEETING - LGSP FEES FOR 2020-2021	
01/12/2021	01122021.9	DURANILLIN AGENCIES	22.95
		1 X BAG CABLE TIES PO 296	
01/12/2021	01122021.10	G & M DETERGENTS	1,063.20
		CLEANING SUPPLIES - RAIL RESERVE/LAKE ARTHUR RIVER TOILETS/CARAVAN PARK	
01/12/2021	01122021.11	HAREWOOD, GREG	2,409.00
		HABITAT ASSESSMENT - BOWELLING DURANILLIN ROAD	
01/12/2021	01122021.12	HERSEY'S SAFETY PTY LTD	90.09
		WORKSHOP CONSUMABLES - 1 BOX 12 RIGGERS GLOVES	
01/12/2021	01122021.13	KING MELINDA	991.08
		REIMBURSE - ACCOMMODATION BETH MOSES	
01/12/2021	01122021.14	MOTORPASS	201.05
		FUEL CARD FOR A RIVER BRIGADE. 118.9L. 1ECE947 A RIVER TRUCK REGO. CONFIRMED WITH NICKY MORRELL.	
01/12/2021	01122021.15	PUTLAND MOTORS	3,516.74
		OIL, GREASE, PARTS & REPAIRS FOR UTES, ROLLER, GRADER, LOADER, TRUCK AND WORKSHOP CONSUMABLES	
01/12/2021	01122021.16	SOUTH REGIONAL TAFE	195.00
		BETH MOSES - TRAINEESHIP COURSE FEES CERT III ACCOUNT ADMINISTRATION	
01/12/2021	01122021.17	STATE WIDE TURF SERVICES	13,721.09
		REPLACE DAMAGED SYNTHETIC CRICKET PITCH, REPLACE 2 PRACTICE WICKETS, SHAVE SIDES OF WICKET	
01/12/2021	01122021.18	TRUCKLINE	212.15
		SOLENOID COIL X2	
01/12/2021	01122021.19	WEST ARTHUR COMMUNITY RESOURCE CENTRE	638.14
		DOCTORS HOUR FOR NOVEMBER 2021	

Shire of West Arthur
Cheque Detail
 November 11 through December 2, 2021

MINUTES
 14 DECEMBER 2021

Date	Num	Name	Original Amount
01/12/2021	01122021.1B	CR DUNCAN SOUTH	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.2B	CR K J KING	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.3B	CR KAREN HARRINGTON	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.4B	CR M LLOYD	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.5B	CR N M MANUEL	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.6B	CR ROBYN LUBCKE	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.7B	LLOYD, Greg	80.00
		REFUND OF COUNCIL NOMINATION BOND	
01/12/2021	01122021.8B	WHITAKER, G & K	80.00
		REFUND OF COUNCIL NOMINATION BOND	
12/11/2021	Debit	SYNERGY	549.85
		VARIOUS - ELECTRICITY USAGE AND SUPPLY CHARGES	
15/11/2021	Debit	SYNERGY	6,855.92
		VARIOUS - ELECTRICITY USAGE AND SUPPLY CHARGES	
15/11/2021	Debit	TELSTRA	333.53
		TELEPHONE CALLS FOR THE CRC TO 1 NOV 21	
30/11/2021	Debit	SYNERGY	122.56
		VARIOUS - ELECTRICITY USAGE AND SUPPLY CHARGES	
30/11/2021	Debit	TELSTRA	434.13
		VARIOUS - USAGE AND SERVICE CHARGES	
01/12/2021	Debit	TELSTRA	568.29
		VARIOUS - USAGE AND SERVICE CHARGES	
		VOUCHERS	AMOUNT
MUNICIPAL FUND			
		15112021.1 - 15112021.24	29,424.97
		30112021.1 - 30112021.25	79,195.19
		01122021.1 - 01122021.19	72,946.40
		01122021.1B - 01122021.8B	640.00
		EFT/DEBIT/BPAY	34,320.59
		SALARIES & WAGES	169,544.63
		LICENSING NOVEMBER 2021 TRANSFERS	16,185.00
		TOTAL	402,256.78

14. Planning and Technical Services**14.1 ARTHUR RIVER ROADHOUSE SIGNAGE**

File Reference:	6.5.1
Location:	Albany Hwy Arthur River
Applicant:	WARRIV Pty Ltd
Author:	G Lush (Council Town Planning Consultant)
Authorising Officer	Acting Chief Executive Officer
Date:	4 December 2021
Disclosure of Interest:	None
Attachments:	1 (Sign Plans)
Previous Reference:	Item 14.1 OMC August 2021

Summary:

The application to erect a pylon identification sign Albany Highway as part of the redevelopment of the Arthur River Roadhouse.

Background:

Council at its Meeting of the 21 August 2021 approved the redevelopment of the roadhouse at Arthur River.

The application included an illuminated pylon sign 6.9m high by 2.2m wide located on the verge of Albany Highway. It was noted that the sign being located on the road verge is not part of the property and is a separate lot / road widening. The approval of Main Roads WA as both the landowner and responsible authority is required.

An application has now been made for the sign as shown in Attachment 1.

Comment:**Approval Requirements**

It is unclear due to the scale of the Planning Scheme Map as to the zoning of site of the proposed sign which could either be:

- Included in the Rural Zone; or
- Shown as 'road reserve.' Declared main roads in new Schemes are now shown as a Primary Distributor Road reserve.

Main Roads 2020 Guidelines for Advertising Signs that is a variety of primary and subsidiary legislation is in place to control the erection and display of roadside advertising. It quotes that the Main Roads (Control of Advertisements) Regulations 1996 state that:

'The Commissioner is not to approve the erection or construction of a hoarding or other advertising structure or the exhibition of an advertisement unless the Commissioner is satisfied that the local government has approved the hoarding, structure or advertisement for the purpose of the Local Government Act 1995 and the Town Planning and Development Act 1928 (now superseded by the Planning and Development Act 2005).'

There is a "Catch 22" as the landowner's consent (Main Roads WA) is required for any development application made under the Scheme. Providing that consent does not necessarily mean that Main Roads will give approval under its own legislation. However, it is reasonable to expect that it would do so.

Amenity

Clause 67 of the Deemed Provisions nominates the matters that Council is to have due regard to considering an application including:

- (m) the compatibility of the development with its setting

- (n) the amenity of the locality

The purpose of the sign is to identify the road house to travellers from a sufficient distance to allow them to safely slow and enter the site. For a service station this includes the display of fuel prices. The site has a long history as a road house with a variety of different business signs being displayed at the front of the property.

The size, position and characteristics of the sign are considered to be compatible with such development and consistent with other similar sites within the region.

It is noted that the Main Road's Guidelines specifically deal with visual aesthetic value and when requested, applicants shall submit a formal visual impact assessment report in conjunction with the application.

Consultation:

Main Roads WA have advised that it has no objection to the proposed sign.

Statutory Environment:

Local Planning Scheme No 2

Clause 60 of the Deemed Provisions (Local Planning Scheme Regulations 2015) states that a person must not commence or carry out any works on, or use, land in the Scheme area unless:

- a) The person has obtained the development approval; or
- b) Development approval is not required for the development under clause 61.

Clause 61 then sets out the items which do not need a development approval. While this includes various types of signs, it does not include a permanent sign of the size and type that is being proposed.

Other

Roadside advertising is also controlled through multiple legislation including:

- Main Roads Act 1930;
- Main Roads (Control of Advertisements) Regulations 1996;
- Road Traffic Administration Act 2008; and
- Road Traffic Code 2000

The Main Roads (Control of Advertisements) Regulations 1996 state that other than exempt signs, a person must not erect or construct a hoarding or other advertising structure, or exhibit an advertisement on or in the vicinity of a State road without the Commissioner's approval to do so.

Policy Implications:

There is no applicable Local Planning Policy

Financial Implications:

None

Strategic Implications:

None

Sustainability Implications:

- **Environmental:** None
- **Economic:** The proposed development can be expected to have direct and indirect benefits for the local economy encouraging people to stop.
- **Social:** None

Risk Implications:

Risk	Regulatory – subject to Main Roads Approval
Risk Likelihood (based on history and with existing controls)	Unlikely
Risk Impact / Consequence	Minor
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Economic
Risk Action Plan (Controls or Treatment Proposed)	Not proposed; compliance

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

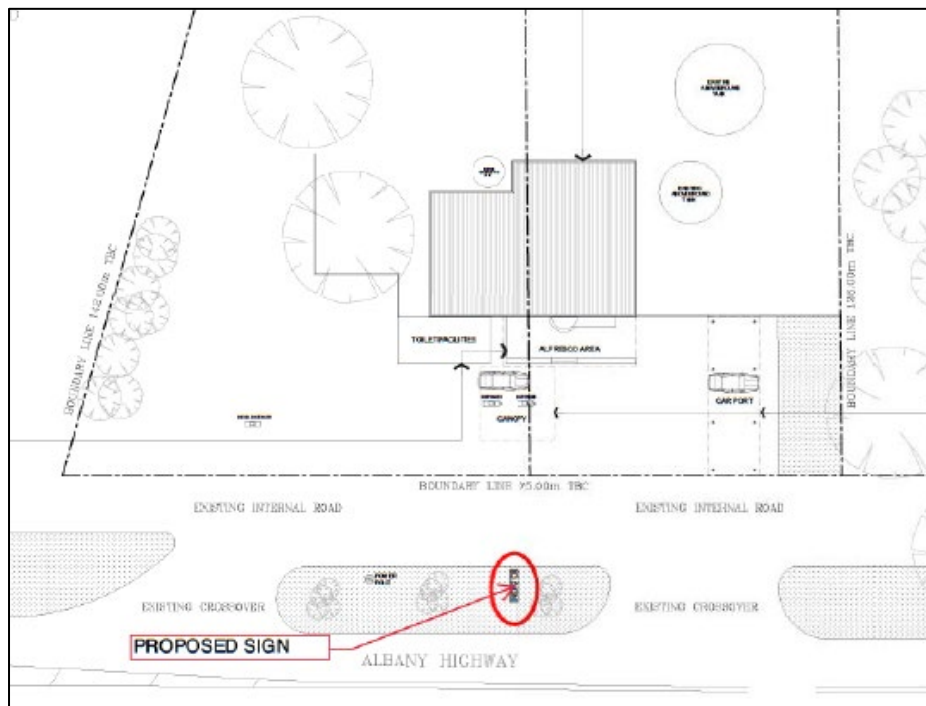
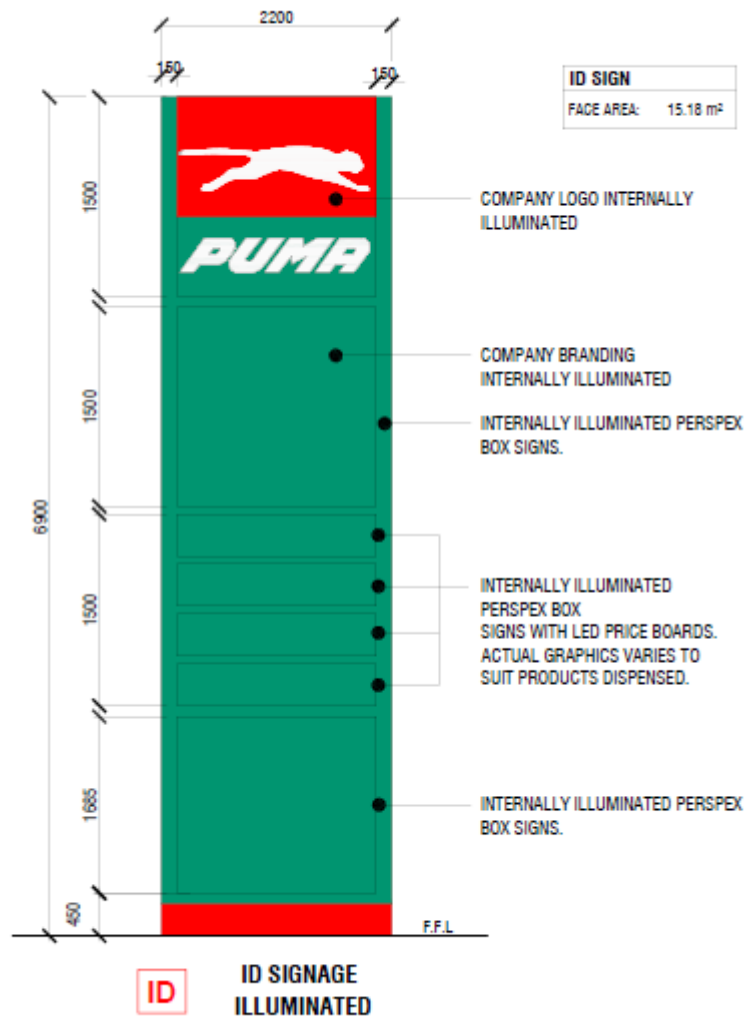
Officer Recommendation:

- A. That Council approve the development of a pylon identification sign on the Albany Highway road reserve adjacent to Lots 15220 & 15221 DP166445 Albany Highway Arthur River, subject to the following conditions:
- 1 The development hereby approved shall occur in accordance with the plans submitted with the application and these shall not be altered or modified without the prior written approval of the Council.
 - 2 Any use, additions to and further intensification of any part of the building or land (not the subject of this consent) shall be subject to a further development application and consent for that use.
- B That Main Roads WA be advised of the above.

Moved: Cr Robyn LubckeSeconded: Cr Duncan South**CARRIED: 5/0****ATTACHMENTS**

Sign Plan

Attachment 1



15. Elected Members Motions of Which Previous Notice Has Been Given

NIL

16. New Business or Urgent Business Introduced by Decision of the Meeting

16.1 Elected Members

NIL

16.2 Officers

NIL

17. Matters Behind Closed Doors

NIL

18. Closure of Meeting

The Presiding Member declared the meeting closed 8.43pm

These Minutes were confirmed at the ordinary council meeting on: 15 February 2022

Signed: _____



Presiding Member at the meeting at which the Minutes were confirmed